

HOME STUDY CHECKLIST

1. PERSONAL INTERVIEWS AND HOME VISITS

- CONDUCT AT LEAST ONE INTERVIEW IN PERSON
- CONDUCT AT LEAST ONE HOME VISIT
- STATE NUMBER OF INTERVIEWS CONDUCTED
- STATE NUMBER OF HOME VISITS
- INTERVIEW IN PERSON WITH ANY OTHER ADULT MEMBER
- DISCUSS WHETHER POST ADOPTION COUNSELING IS OFFERED

2. ASSESSMENT OF ABILITY TO PROPERLY PARENT THE ORPHAN

- INITIAL ASSESSMENT OF PHYSICAL, MENTAL, AND EMOTIONAL
- ASSESSMENT OF POTENTIAL PROBLEM AREAS
- REFERRAL TO LICENSED PROFESSIONAL, IF APPROPRIATE
- COPIES OF ANY OUTSIDE EVALUATIONS
- ANY RECOMMENDED RESTRICTIONS
- APPLY ALL TO ANY ADULT MEMBERS OF HOUSEHOLD

3. ASSESSMENT OF THE FINANCES OF THE PROSPECTIVE ADOPTIVE PARENT(S).

- DESCRIPTION OF THE INCOME, FINANCIAL RESOURCES, DEBTS AND EXPENSES
- DESCRIBE EVIDENCE THAT WAS CONSIDERED IN THE ASSESSMENT

4. SCREENING FOR ABUSE AND VIOLENCE

- STATEMENT REGARDING RESULTS OF APPROPRIATE CHECKS

5. INQUIRING ABOUT ABUSE & VIOLENCE

- RESPONSE FROM EACH PROSPECTIVE ADOPTIVE PARENT REGARDING HISTORY OF SUBSTANCE ABUSE, SEXUAL OR CHILD ABUSE, OR DOMESTIC VIOLENCE, EVEN IF IT DID NOT RESULT IN AN ARREST OR CONVICTION
- RESPONSE FROM ANY ADDITIONAL ADULT MEMBERS OF THE HOUSEHOLD REGARDING HISTORY OF SUBSTANCE ABUSE, SEXUAL OR CHILD ABUSE, OR DOMESTIC VIOLENCE, EVEN IF IT DID NOT RESULT IN AN ARREST OR CONVICTION

6. INFORMATION CONCERNING HISTORY OF ABUSE AND/OR VIOLENCE AND/OR CRIMINAL RECORD

- INFORMATION CONCERNING ALL ARRESTS OR CONVICTIONS FOR SUBSTANCE ABUSE, SEXUAL OR CHILD ABUSE, AND/OR DOMESTIC VIOLENCE AND THE DATE OF EACH OCCURRENCE
- CERTIFIED COPY OF THE DOCUMENTATION SHOWING FINAL DISPOSITION OF EACH INCIDENT, WHICH RESULTED IN ARREST, INDICTMENT, CONVICTION, AND/OR ANY OTHER JUDICIAL JUDGEMENT OR ADMINISTRATIVE ACTION
- SIGNED STATEMENT FROM THE PROSPECTIVE ADOPTIVE PARENT GIVING DETAILS INCLUDING MITIGATING CIRCUMSTANCES, IF ANY, ABOUT EACH INCIDENT
- APPLY ALL TO ANY ADDITIONAL ADULT MEMBERS OF HOUSEHOLD

7. EVIDENCE OF REHABILITATION

- DISCUSSION OF REHABILITATION
- EVALUATION OF THE SERIOUSNESS OF THE ARREST(S), CONVICTION(S), OR HISTORY OF ABUSE
- NUMBER OF SUCH INCIDENTS
- LENGTH OF TIME SINCE THE LAST INCIDENT
- ANY COUNSELING OR REHABILITATION PROGRAMS WHICH HAVE BEEN SUCCESSFULLY COMPLETED
- EVIDENCE OF REHABILITATION BY AN APPROPRIATE LICENSED PROFESSIONAL
- ALL FACTS AND CIRCUMSTANCES WHICH WERE CONSIDERED
- REASONS FOR FAVORABLE HOME STUDY
- APPLY TO ANY ADDITIONAL ADULT MEMBERS OF THE HOUSEHOLD

8. PREVIOUS REJECTION FOR ADOPTION OR PRIOR UNFAVORABLE HOME STUDY

- ADOPTIVE PARENT'S RESPONSE TO WHETHER REJECTED OR EVER HAD A PREVIOUS UNFAVORABLE HOME STUDY
- IF REJECTED OR UNFAVORABLE, THE REASON FOR SUCH FINDINGS
- COPY OF PREVIOUS REJECTION AND/OR UNFAVORABLE HOME STUDY
- MUST BE APPLIED TO ANY ADDITIONAL ADULT MEMBERS OF HOUSEHOLD

9. LIVING ACCOMMODATIONS

- DETAILED DESCRIPTION OF THE LIVING ACCOMMODATIONS
- ASSESSMENT OF THE SUITABILITY OF ACCOMMODATIONS

- DETERMINATION WHETHER SPACE MEETS APPLICABLE STATE REQUIREMENTS, IF ANY

10. HANDICAPPED OR SPECIAL NEEDS ORPHAN

- DISCUSSION OF PREPARATION, WILLINGNESS, AND ABILITY TO PROVIDE PROPER CARE

11. SUMMARY OF THE COUNSELING GIVEN AND PLANS FOR POST-PLACEMENT COUNSELING

- STATEMENT THAT THERE WAS A DISCUSSION OF THE PROCESSING EXPENSES, DIFFICULTIES AND DELAYS ASSOCIATED WITH INTERNATIONAL ADOPTIONS
- ANY PLANS FOR POST-PLACEMENT COUNSELING

12. SPECIFIC APPROVAL OF THE PROSPECTIVE ADOPTIVE PARENT(S) FOR ADOPTION

- FAVORABLE RECOMMENDATION FOR PROPOSED ADOPTION
- REASONS FOR APPROVAL
- NUMBER OF ORPHANS THAT MAY BE ADOPTED
- ANY SPECIFIC RESTRICTIONS SUCH AS, NATIONALITY, AGE OR GENDER OF ORPHAN
- APPROVAL FOR A HANDICAPPED OR SPECIAL NEEDS ADOPTION, IF ANY

13. HOME STUDY PREPARER'S CERTIFICATION AND STATEMENT OF AUTHORITY TO CONDUCT HOME STUDIES.

- STATEMENT CERTIFYING AUTHORIZATION TO CONDUCT HOME STUDIES
- FOR PARENTS RESIDING IN THE U. S.: STATEMENT SHOULD INCLUDE: AUTHORIZATION UNDER STATE OF ORPHAN'S PROPOSED RESIDENCE, LICENSE OR AUTHORIZATION NUMBER AND EXPIRATION DATE OF SUCH AUTHORIZATION
- IF PROSPECTIVE ADOPTIVE PARENT(S) RESIDE ABROAD, AND THE ORPHAN'S ADOPTION IS FINALIZED ABROAD, A STATEMENT IDENTIFYING THE AUTHORIZATION BY THE ADOPTION AUTHORITIES OF THE FOREIGN COUNTRY WHERE THE CHILD WILL RESIDE OR THE AUTHORIZATION BY ANY STATE IN THE U.S., INCLUDING AUTHORIZATION OR LICENSE NUMBER IF ANY, AND EXPIRATION DATE OF SUCH AUTHORIZATION, IF ANY.

14. REVIEW OF HOMESTUDY

- REVIEW BY STATE AUTHORITIES IF PROSPECTIVE ADOPTIVE PARENTS RESIDE IN A STATE WHICH REQUIRES SUCH REVIEW.
- **IF PROSPECTIVE ADOPTIVE PARENTS RESIDE ABROAD,** APPROPRIATE PUBLIC OR PRIVATE ADOPTION AGENCY LICENSED OR OTHERWISE AUTHORIZED BY **ANY** STATE TO PLACE CHILDREN FOR ADOPTION, MUST REVIEW AND RECOMMEND.

15. HOME STUDY UPDATES

- MUST ACCOMPANY A HOME STUDY THAT IS MORE THAN SIX MONTHS OLD
OR
IF AT ANY TIME, THERE HAVE BEEN ANY SIGNIFICANT CHANGES INCLUDING, BUT NOT LIMITED TO:
- RESIDENCE OF PROSPECTIVE ADOPTIVE PARENT(S)
- MARITAL STATUS
- CRIMINAL HISTORY, SUBSTANCE ABUSE AND/OR HISTORY OF ABUSE OR VIOLENCE
- FINANCIAL RESOURCES
- ADDITION OF ONE OR MORE CHILDREN OR OTHER DEPENDENTS